

A MEMORIAL

REQUESTING THE OFFICE OF EDUCATION ACCOUNTABILITY OF THE DEPARTMENT OF FINANCE AND ADMINISTRATION TO CONDUCT A STUDY ON A SALARY SCHEDULE FOR SCHOOL DISTRICT SECRETARIES, CLERKS AND BOOKKEEPERS.

WHEREAS, school district secretaries, bookkeepers and clerks perform duties that require specialized training; and

WHEREAS, school districts are having an increasingly difficult time hiring qualified people for these positions since the salaries for these positions remain flat while salaries increase for other school employees; and

WHEREAS, because pay increases have been almost nonexistent for these employees, school districts are seeing high job-turnover rates resulting in increased costs for recruiting, hiring and training; and

WHEREAS, school districts have asked for an assessment of the type of work the secretaries, bookkeepers and clerks perform; and

WHEREAS, school districts have requested the formulation of a salary schedule process that would be commensurate with the specialized skills required for these school district employees; and

WHEREAS, the state has implemented a process to increase the pay for teachers, principals and educational assistants;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE STATE OF NEW MEXICO that the office of education accountability of the department of finance and administration be requested to conduct a study assessing the appropriate salaries for the skill levels required for school district secretaries, clerks and bookkeepers; and

BE IT FURTHER RESOLVED that the office of education accountability of the department of finance and administration study and make recommendations for a salary schedule process for these employees; and

BE IT FURTHER RESOLVED that the office of education accountability of the department of finance and administration report to the legislative education study committee, no later than September 30, 2005, the results of the study and recommendations for a salary schedule process; and

BE IT FURTHER RESOLVED that copies of this memorial be transmitted to the legislative education study committee, the office of education accountability of the department of finance and administration and the public education department.